



DNR Conservation Easement Design Event Report Out

“Team Servitude de Conservation”
January 18 -20, 2011

The Opportunity

Travis Baker



The Servitude de Conservation Team

Travis Baker

- Travis Baker, Land and Waters
- Steve Salsberry, Land and Waters
- Doug Chafa, Wildlife
- Terry Haindfield, Wildlife
- Todd Bishop, Wildlife
- Jeff Goerndt, Forestry
- Karen Osterkamp, Fisheries
- Joe McGovern, INHF
- Susanne Hickey, TNC
- Angie Clark, Land Quality
- Michelle Wilson, CRD
- Chris Van Gorp, Director's Office



Scope

Steve Salsberry

- **This event will cover the conservation easement process from the time the Department acquires an easement, through the monitoring and enforcement for the life cycle of the recorded easement.**

Goals

Jeff Goerndt

1. 100% of easements are accounted for in some database /system and a monitoring plan developed for each.
2. 100% on the ground monitoring of easements annually
3. 100% of easement grantors are contacted and initial monitoring meeting conducted by December 30, 2011.
4. 100% of staff impacted by process will be trained in the new protocols by June 30, 2011.



Objectives

Karen Osterkamp

1. Baseline inventory of what easements the DNR holds.
2. Develop a protocol for monitoring easements.
 - a) Develop baseline documentation process that will feed the monitoring process protocol.
 - b) Development of reporting documentation/checklists
 - c) Develop a record keeping policy
3. Develop a protocol for enforcing easements.
4. Develop the definition of bureau responsibilities by job classification for monitoring and enforcing recorded easements (which includes funding for monitoring and enforcement).
5. Develop a relationship with the easement grantors on-the-ground and discuss future monitoring and enforcement efforts.
6. Develop a database/system that can withstand increased capacity in future years, not just for the current number of easements held.



SWOT Analysis

Doug Chafa

- Strengths of current program
- Weaknesses
- Opportunities for improvement
- Threats

Trends

Doug Chafa

- Talked about trends with conservation easements

Brainstorming

Todd Bishop

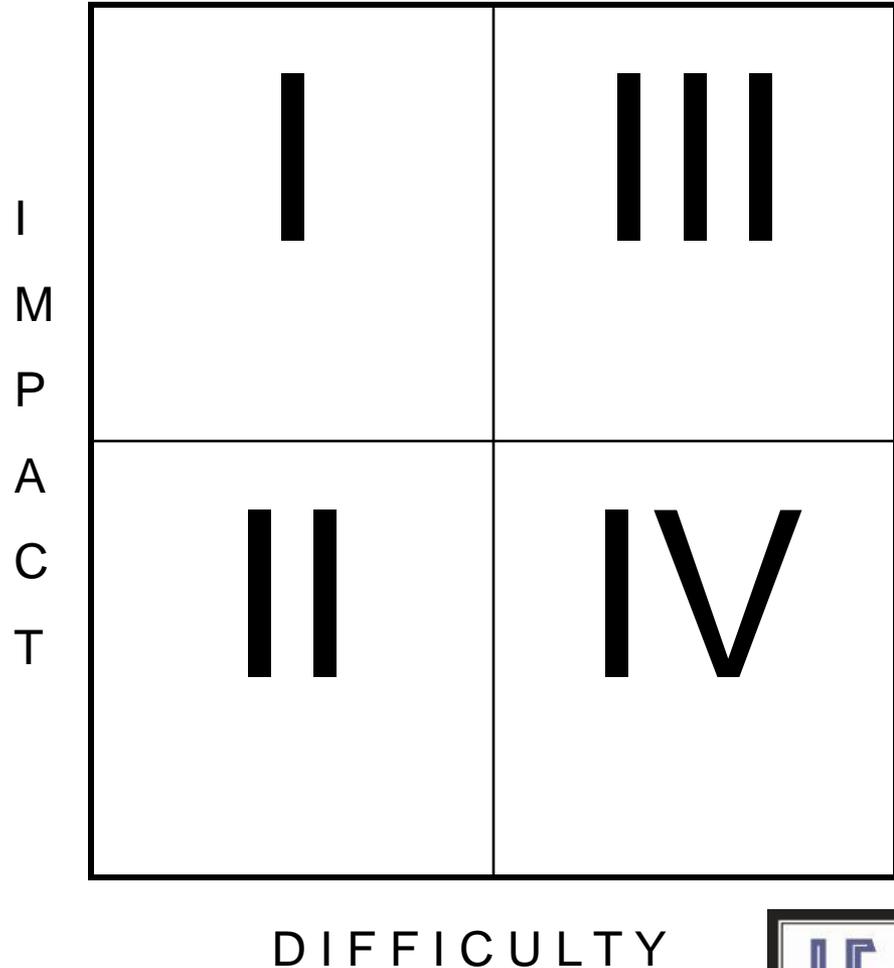
- Silent brainstorming to determine what we need to do



De-selection Process

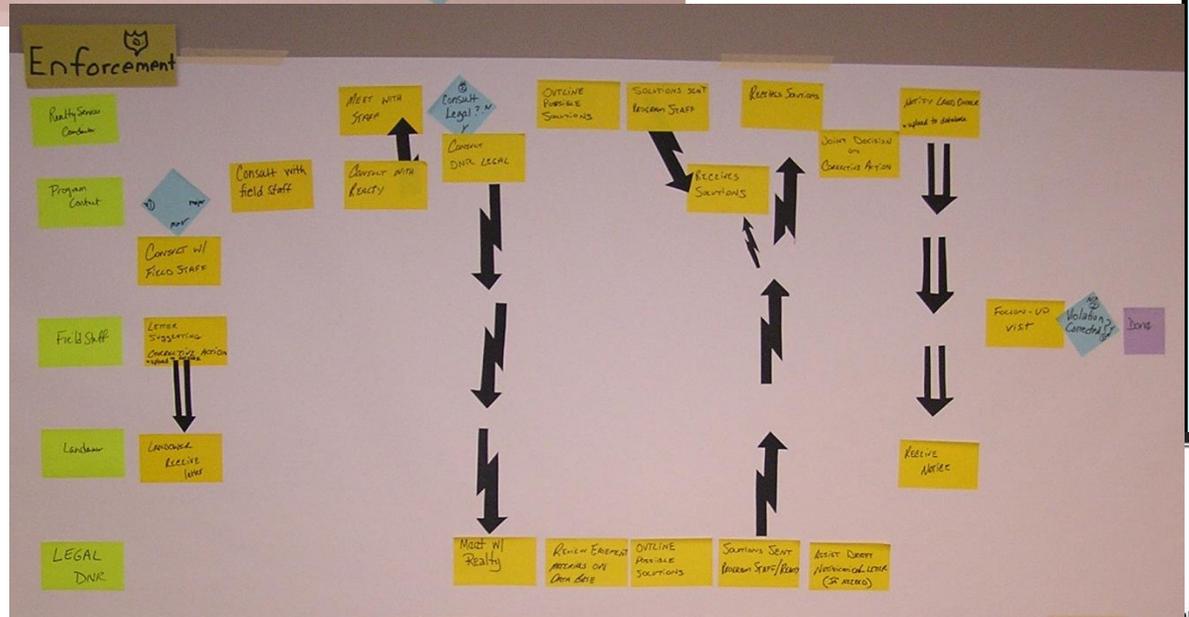
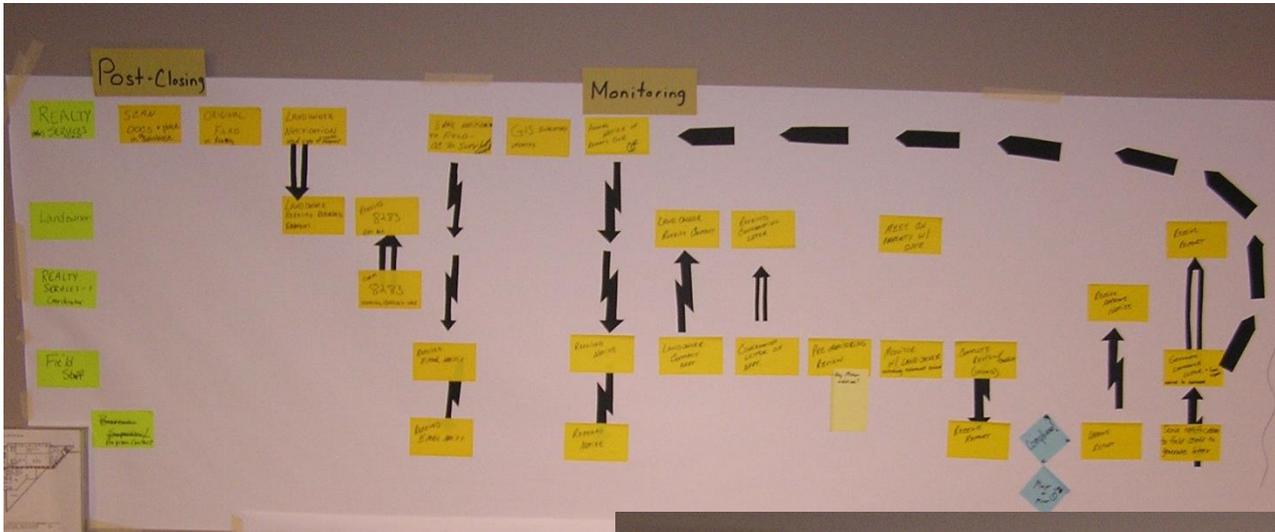
Susanne Hickey

- Identifies
 - Impact to customer
 - Difficulty implementing
- Helps to rate/rank solutions to resolve issues while identifying ease of implementation



New Process

Joe McGovern



Homework

Terry Haindfield

Item	Item Description	Person Responsible	Due Date
1	Fine tune the monitoring checklist to database requirements and finalize	Steve/Travis	By 30-day review
2	Finalize enforcement protocol and incorporate into CE training	Steve	By 30-day review
3	CE database development	Brandon/ Matthew/ Travis	1-year review
4	Scanning documents and developing electronic files including baseline data with which to start monitoring from that will populate the database	Travis/Steve	6 months
5	Finalize the record keeping policy	Travis/Jeff	By 30-day review
6	Future easements capture baseline data and capture current state for existing easements	Travis/Steve	Ongoing
7	Verify and finalize list of conservation easements held by the DNR.	Travis/Steve	Ongoing
8	Finalize the introductory letters to landowners	Karen	By 30-day review
9	Draft the cover letter for the monitoring report sent to the landowner and an notice of violation letter for major violations	Travis	By 90-day review
10	Compile all documents needed for training – easement, maps, addendum, checklists, who needs to attend, draft training agenda	Travis/Steve/ Terry	June 30, 2011
11	Initial training – develop initial landowner communication training etc..	Travis/Steve/ Terry/Jeff/ Todd	June/July 2011
12	In-depth training – documentation, database, and other questions based on use of the process	Travis/Steve	1-year review



Team Member Experience

Terry Haindfield

Susanne Hickey



Comments

- Chris Van Gorp and Michelle Wilson

**We welcome your
questions and comments!**

